

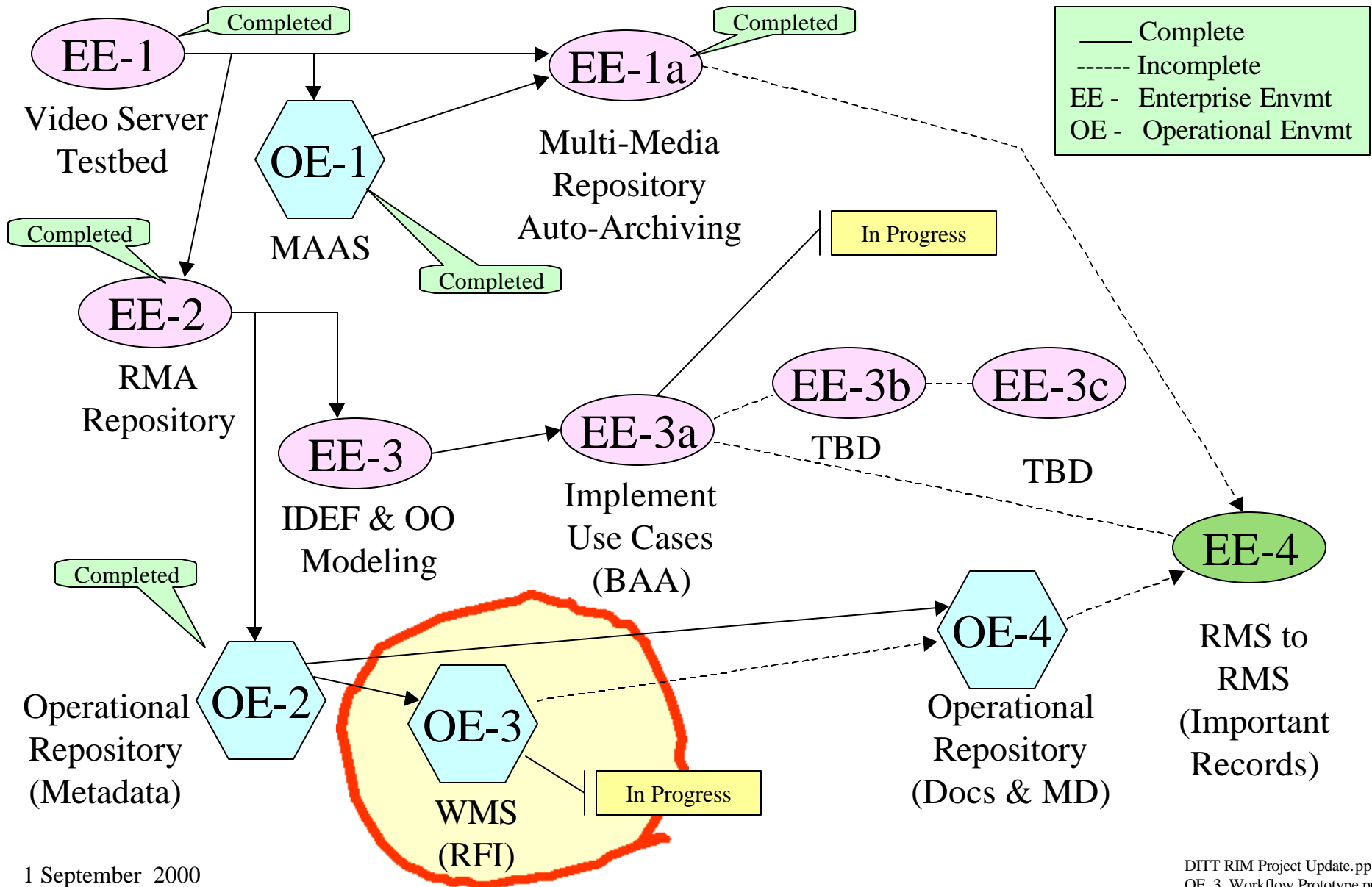
DITT Prototyping Efforts OE-3

Workflow Management System (Requests for Information)

Updated 1 September 2000

Prepared by
DITT Core Team
Center for Army Lessons Learned

DITT Project - Workflow Mgmt, OE-3



Operational Environment Workflow Management System Prototype, OE-3

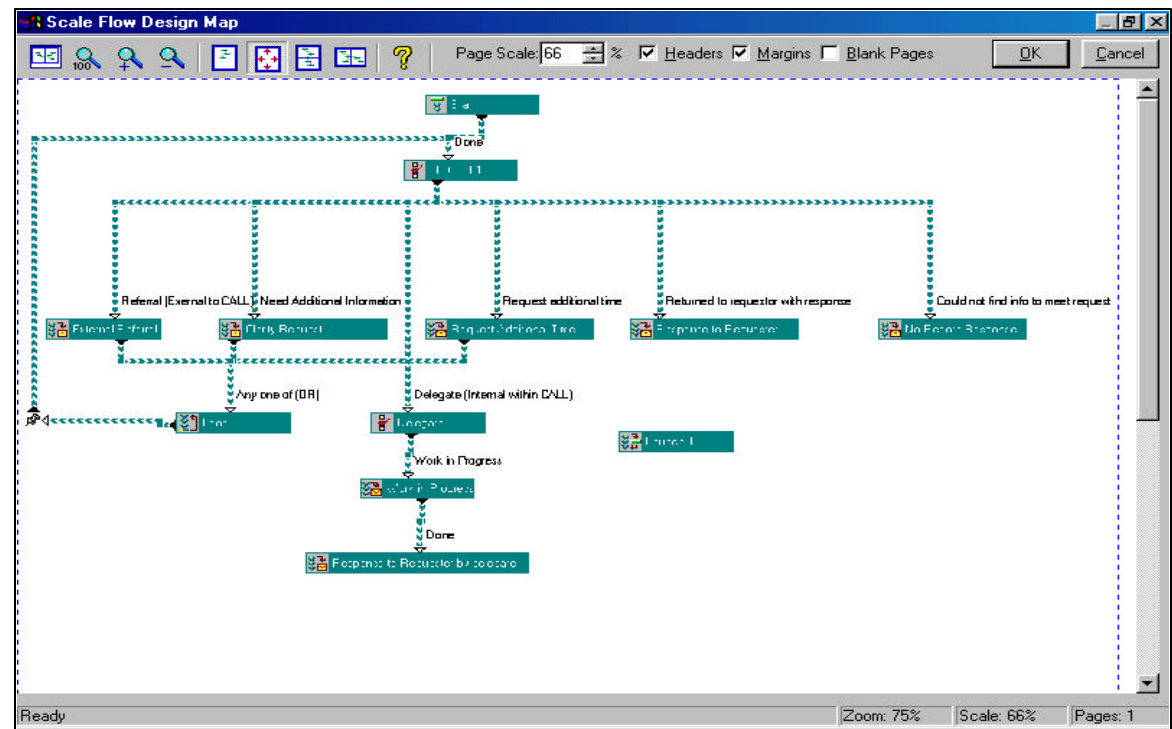
- Functionally and technically configure a prototype and pilot system/process for automated workflows using Keyfile's software products (Keyfile and Keyflow Commerce)
- Provide the DITT Core Team (DCT) with formal documentation of the system configuration and success
- Report will identify
 - what was requested (functional requirements)
 - what was provided (functional and technical system design)
 - include technical diagrams depicting which software is performing the function
 - functional diagrams that visually represent the actual workflow process
 - an analysis of the cost savings and benefits, tangible and non-tangible.

OE-3 WMS Implementation

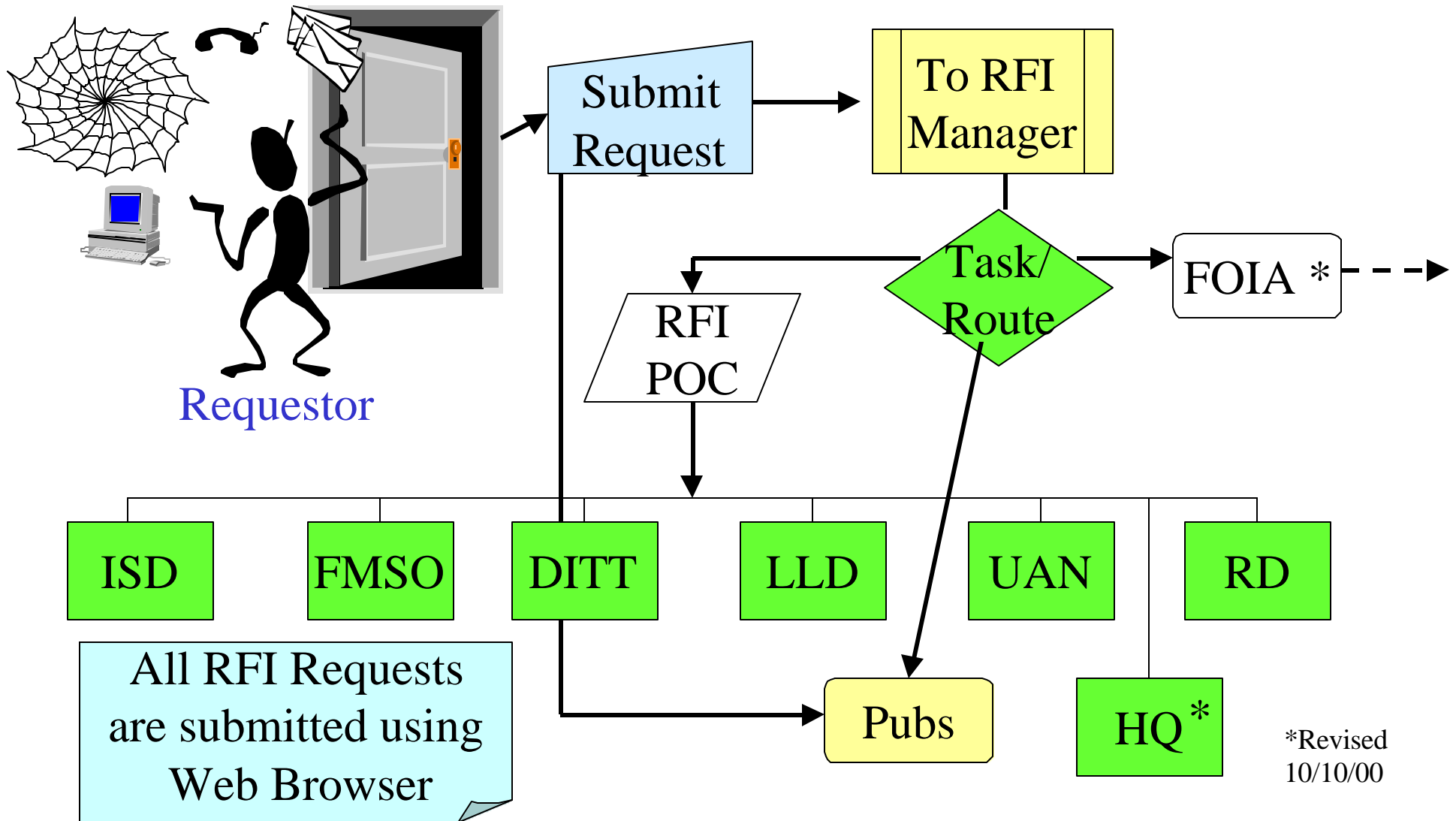
- Prototype will apply automation to the various types of “Requests for Information” that the CALL receives
 - request for Lessons Learned information
 - request for CALL products (documents)
 - official suspense's or taskings
 - Freedom of Information Act (FOIA) requests
- All requests will be launched from a single point entry using XML forms
- RFI results (the information) and metrics will be sent to the Organizational Repository for re-utilization
 - metrics can be used to calculate personnel and other costs, automatically

OE-3 DITT-CALL Workflow Management System

- Uses existing E-mail as backbone (MS Outlook)
- Keyfile Workflow
- Contractor - New Image Technologies (VAR)

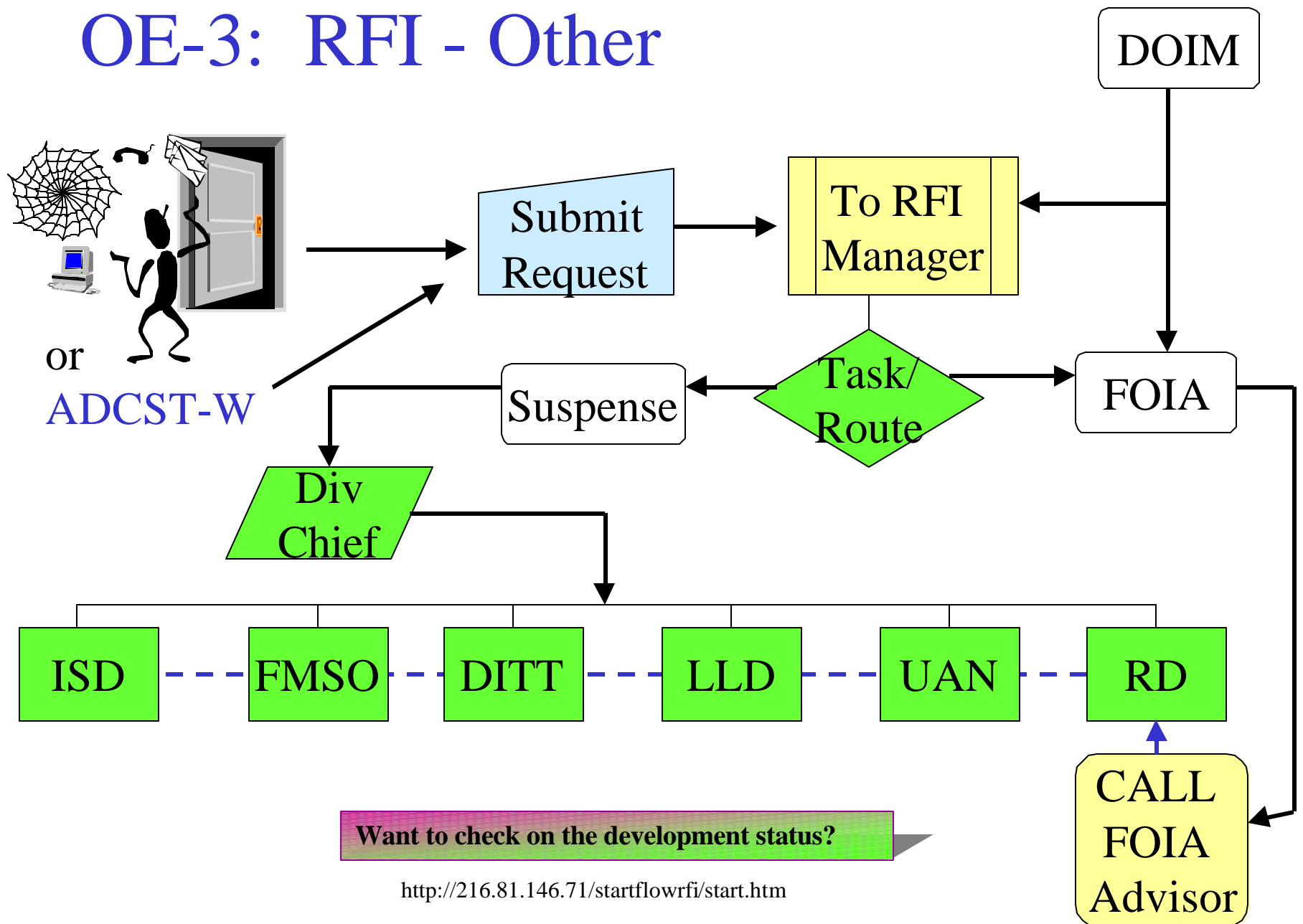


OE-3: Request for Information - Routine



*Revised
10/10/00

OE-3: RFI - Other



<http://216.81.146.71/startflowrfi/start.htm>